Venable-Waple, Bristow (RD E)

From: King, Valerie A.
Sent: Wednesday, November 19, 2003 6:16 PM
To: Venable-Waple, Bristow (RD &E); Hart, Gwendolyn G.; Platteter, Mary S; Sherrill, Bobby E.; Fairfax, Jessica
Cc: Carchman, Loreen; Griffin, Jenny (Purchasing); Johnson, Earl J.; McCann, Amy; Mendes, Paul
Subject: Covance PA 17 - Out-of-Compliance

Dear Project Team:
In trying to answer your inquiry about set-up time needed for this project, I have identified an out-of-compliance issue. In order to meet the timeline of wanting to begin contacting subjects on January 1, Covance has already initiated some of the tasks for the set-up of this project. This was a result of unclear communication and direction from our TES team. Covance is not continuing work on this project at this time.

It is my understanding that the project team has been working on an accelerated timeline to complete this project agreement no later than December 1. It is important for us that the project team meet this deadline. As you are scheduled to meet tomorrow, I would ask Loreen or Bristow to provide me with feedback as to whether any other information is required by the team in order to finalize the contract.

Paul and I are going to meet with the whole of our Clinical Evaluation group next Wednesday to reiterate the importance of making sure that contracts are not only executed, but appropriately planned for, prior to the start of work with any vendor. Further, we are putting certain controls into place in 2004 that will further reinforce this important point.

Thanks,
Valerie

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